

## MEMORANDUM

**TO:** Melinda Coleman, City Manager

**FROM:** Michael Martin, AICP, Economic Development Coordinator

**DATE:** July 20, 2016

**SUBJECT:** Consider Approval of Design Plans, Koob Moo Spiritual Center, 1205 Gervais Avenue East

### **Introduction**

Russ Karasch of Keystone Design Building, representing Koob Moo Funeral Chapel, is proposing a 9,333 square foot funeral home building on the vacant lot at 1205 Gervais Avenue East. The city requires design review for all commercial building projects built in Maplewood.

### **Discussion**

#### *Building Design and Site Plan*

The proposed building and parking lot meets setback requirements. The proposed structure will be constructed with lap siding and rockface cement block. The trash enclosure is proposed to be located on the north side of the site. It is recommended design details of the trash enclosure be submitted to staff for approval. The enclosure needs to be sized to hold both trash and recycling containers.

Staff feels the applicant should be required to enhance the design of the building. Staff recommends the applicant be required to add either brick or stone to the front elevation which should also wrap around to a portion of the side elevations. This would be consistent with design standards established by the building immediately to the east and to the north and other nearby buildings. The applicant should also be required to either add larger windows to the front elevation or other architectural elements. In addition, the applicant should be required to add architectural elements to the roof area on the front elevation as is a very large expanse – this could include expanding the size of the two canopy areas.

#### *Landscaping*

The applicant's landscape plan is also minimal and sparse. The landscape plan proposes 13 trees of a single tree. The plan should be revised to show at least three different species of trees as recommended by the city's environmental planner. Planting details for the ponding area also need to be submitted to staff prior to receiving a grading or building permit.

#### *Parking Lot*

This project requires 79 spaces for this project. The office portion of the building requires 12 spaces and the public assemblage portion requires 67 spaces. The applicant is proposing to provide 112 parking spaces which exceeds the city's requirements. The city has experienced

parking shortages with this type of use in other areas of the city. If parking becomes an issue, the applicant may be required to work out overflow parking agreements with nearby properties. The use of this property will be focused on the weekends which should alleviate some of the parking concerns.

### **Department Comments**

#### *Building Official*

Jason Brash, building inspector, commented the applicant will need to meet the following requirements:

1. Build per 2012 IBC, 2012 IMC, 2012 IFGC, 2014 NEC, 2012 Minnesota State Plumbing Code, 2015 Minnesota State Building Code 1323 Commercial Energy Code 2012 IECC, 2015 Minnesota State Building Code with ANSI A117. 1-2009 accessibility rules.

#### *Assistant Fire Chief*

Butch Gervais, assistant fire chief, commented the applicant is required to provide fire protection with monitoring fire department lock box and must have all permits pulled and on site. Work shall be done by a licensed contractor

#### *Engineer*

Refer to the engineering report from Jon Jarosch, staff engineer. The applicant would need to comply with Mr. Jarosch's conditions as stated in his report.

#### *Police*

Chief Paul Schnell expressed some concerns with the potential of parking shortages for this site.

### **Budget Impact**

None.

### **Recommendation**

Approve the plans date-stamped July 15, 2016 for the proposed building, site and landscaping plans for 1205 Gervais Avenue North. Approval is subject to the following conditions:

1. Approval of design plans is good for two years. If the applicant has not begun construction within two years, this design review shall be repeated. Staff may approve minor changes to these plans.
2. The applicant shall comply with the conditions noted in the engineering report by Jon Jarosch dated July 14, 2016.

3. The applicant shall submit to staff for approval design plans for the trash enclosure. The trash enclosure must be large enough for both the trash and recycling containers.
4. The applicant shall submit to staff for approval a revised landscaping plan showing at least three species of trees to be planted on site and a detailed planting plan for the ponding area.
5. The applicant shall submit to staff for approval revised building elevations incorporating brick or stone on the front elevation, wrapping to the sides of the building and adding architectural elements to the lap siding and roof area of the front elevation.
6. If a parking shortage develops, the applicant shall be required to execute parking agreements with neighboring properties to serve as overflow lots.
7. The applicant shall provide an irrevocable letter of credit or cash escrow in the amount of 150 percent of the cost of installing the landscaping, before getting a building permit.

## **Reference Information**

### *Site Description*

Site size: 2.37 acres

Existing land use: Vacant

### *Surrounding Land Uses*

North: Audi Dealership

South: Metcalf

West: SP Richards Company

East: Imprint Enterprises

### *Planning*

Land Use Plan designation: C (commercial)

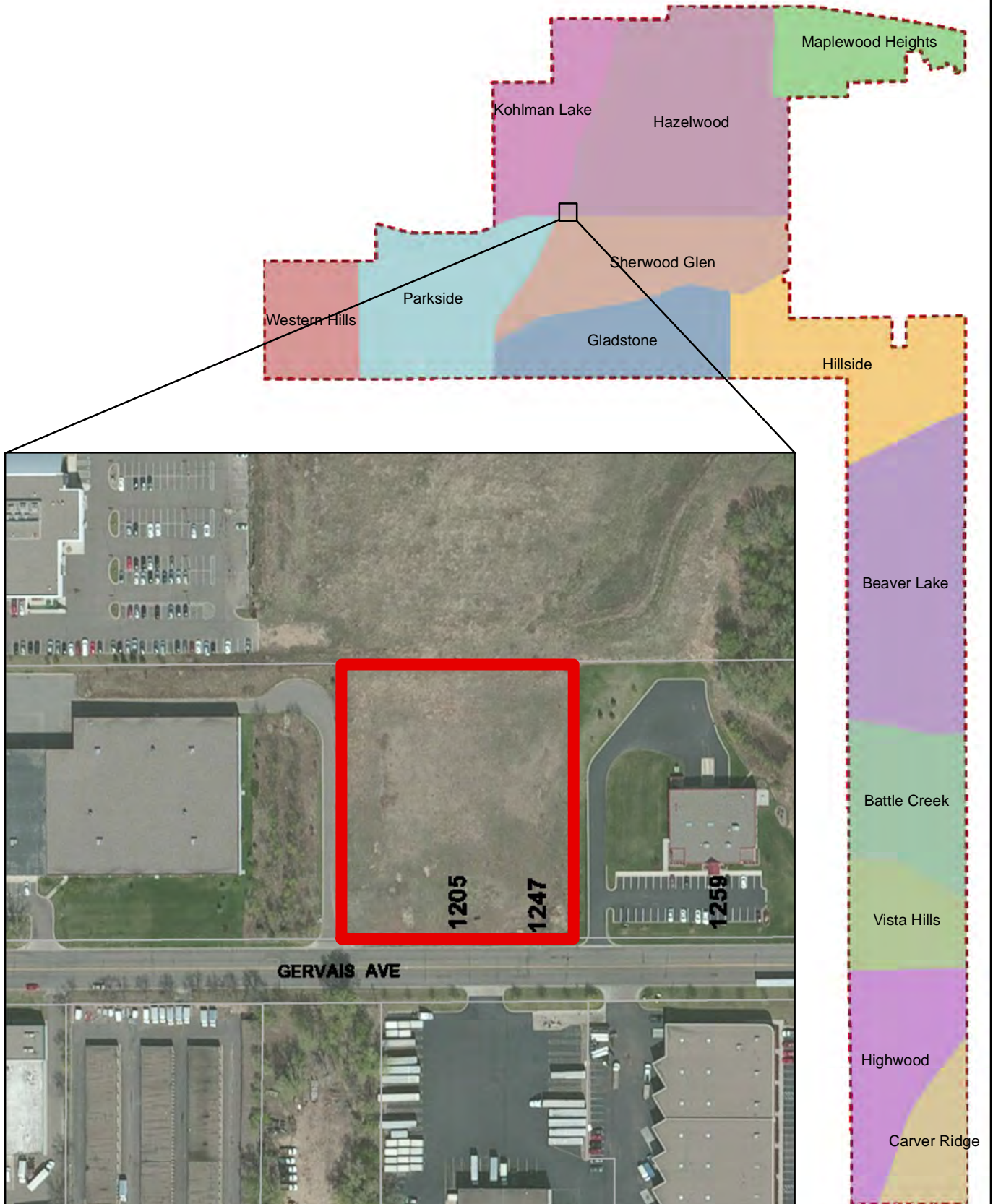
Zoning: M1 (light manufacturing)

### *Application Date*

The application for this request was considered complete on July 15, 2016. State law requires that the city decide on these applications within 60 days. The deadline for city action on this proposal is September 13, 2016.

## **Attachments**

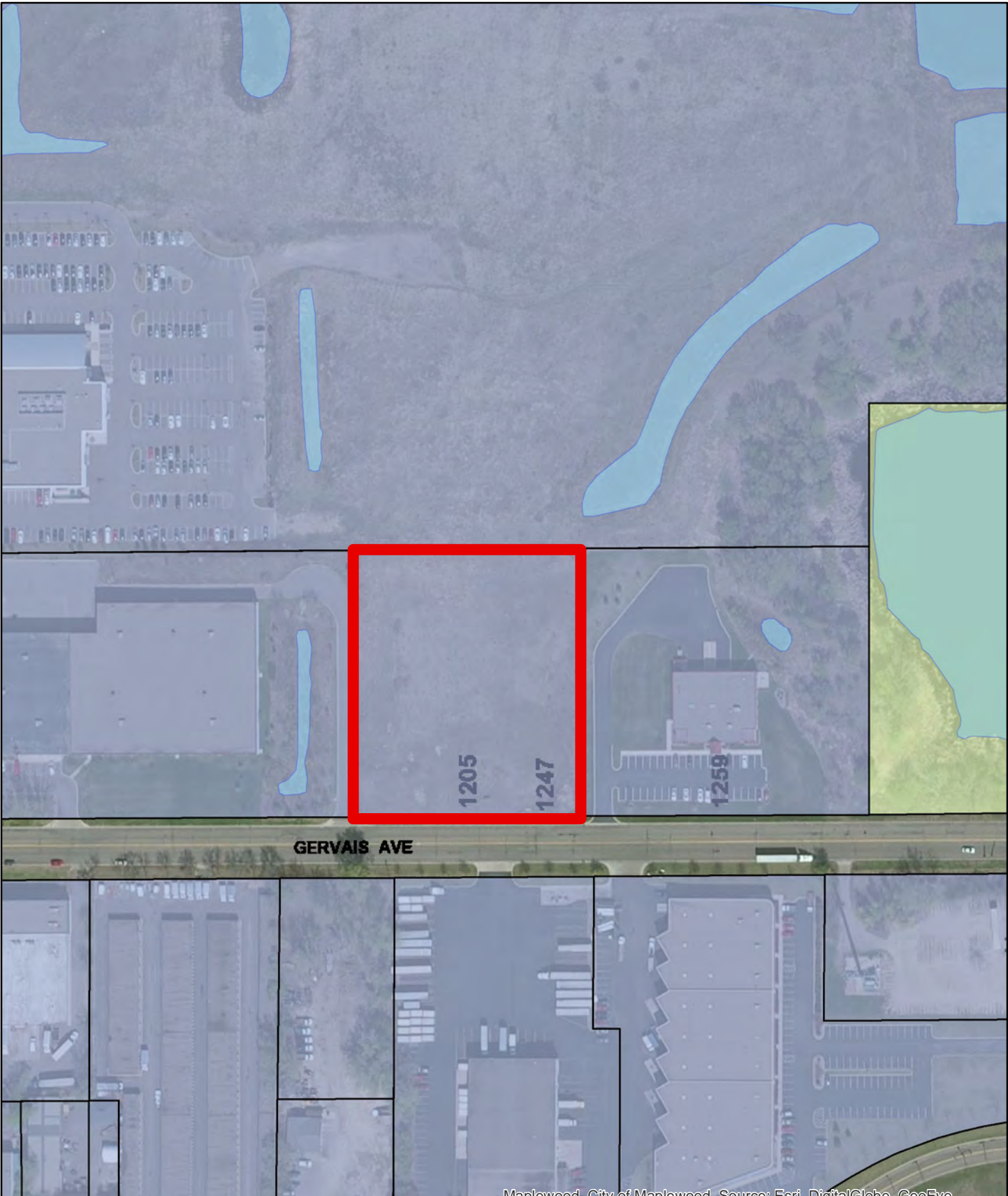
1. Overview Map
2. Land Use Map
3. Zoning Map
4. Applicant's Letter
5. Site Plan
6. Landscape Plan
7. Building Elevations
8. Engineer's Report dated March 15, 2016
9. Plans date-stamped March 7, 2016 (separate attachment)



## 1205 Gervais Avenue East - Koob Moo Spiritual Center

Design Review - Overview Map



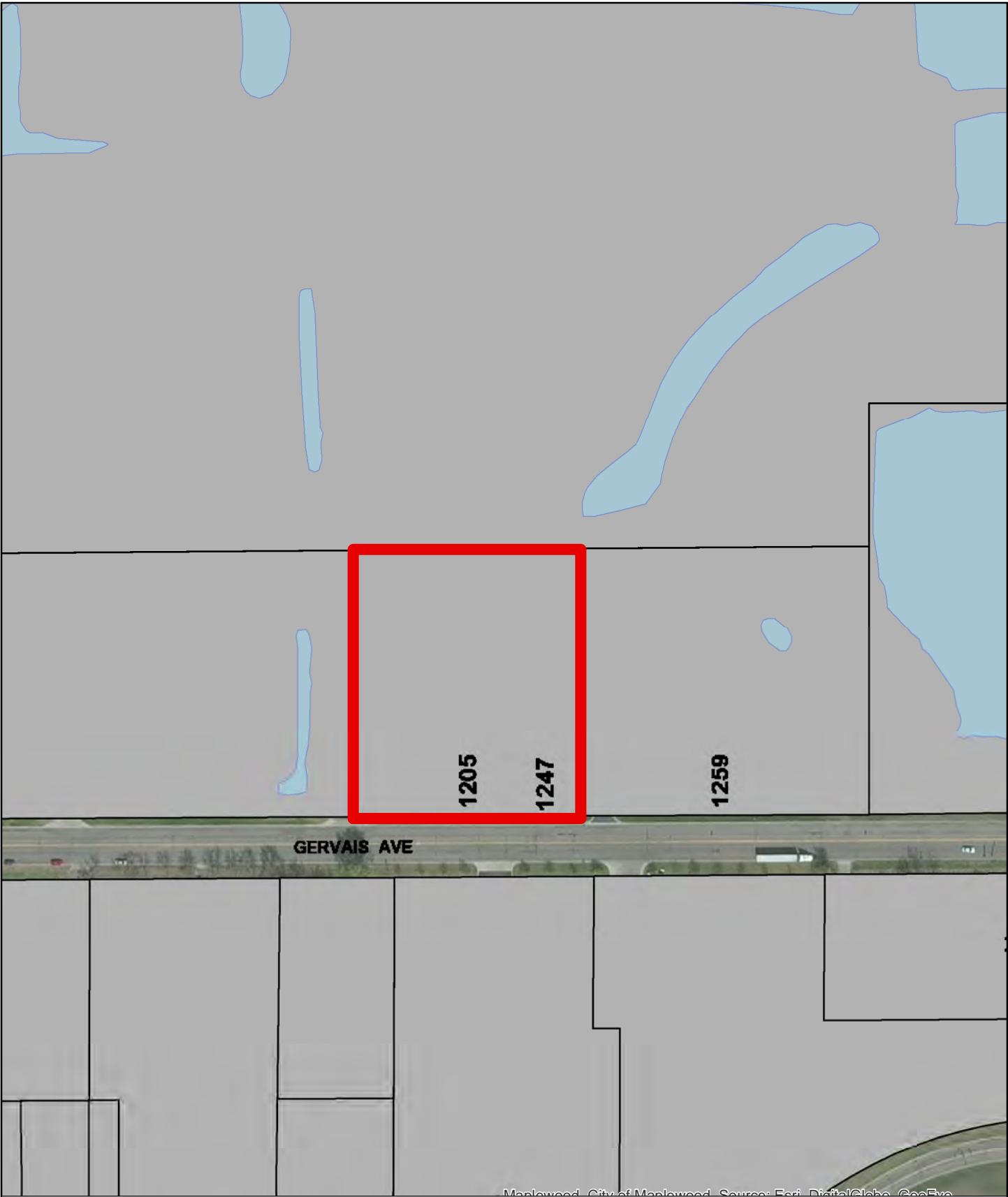


**1205 Gervais Avenue East - Koob Moo Spiritual Center**

Design Review - Land Use Map

**Legend**


- Open Space
- Commercial



**1205 Gervais Avenue East - Koob Moo Spiritual Center**

Design Review - Zoning Map

**Legend**

 Light Manufacturing (m1)



*"Client Satisfaction is the Key"*

Attachment 4

233 34th Ave. S.  
Waite Park, MN 56387  
1.866.685.8054  
320.253.3301  
320.253.0025 fax  
[www.keystonedb.com](http://www.keystonedb.com)

## Koob Moo Spiritual Center

1205 Gervais Ave.  
Maplewood, MN 55106

### Narrative

Site to be developed into Spiritual Center for the Hmong. Similar to a funeral home but does not contain a preparation room. Preparation will be performed off-site at their other existing location, 1235 Arcade St. St. Paul, MN.

Hmong funerals are typically held from Friday afternoon until Monday morning (weekends). Building to be used little to none weekdays.

This 2.37 acre site will contain a 9,333 square foot wood framed building with approximately 97 parking stalls.

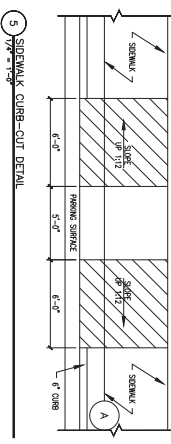
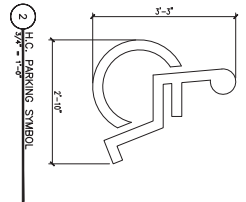
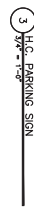
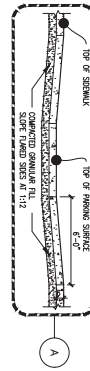
Construction would start as soon as possible and take approximately 8 months to complete.

Respectfully,  
Keystone Design Build, Inc

A handwritten signature in black ink, appearing to read 'Russ Karasch'.

Russ Karasch, Owner



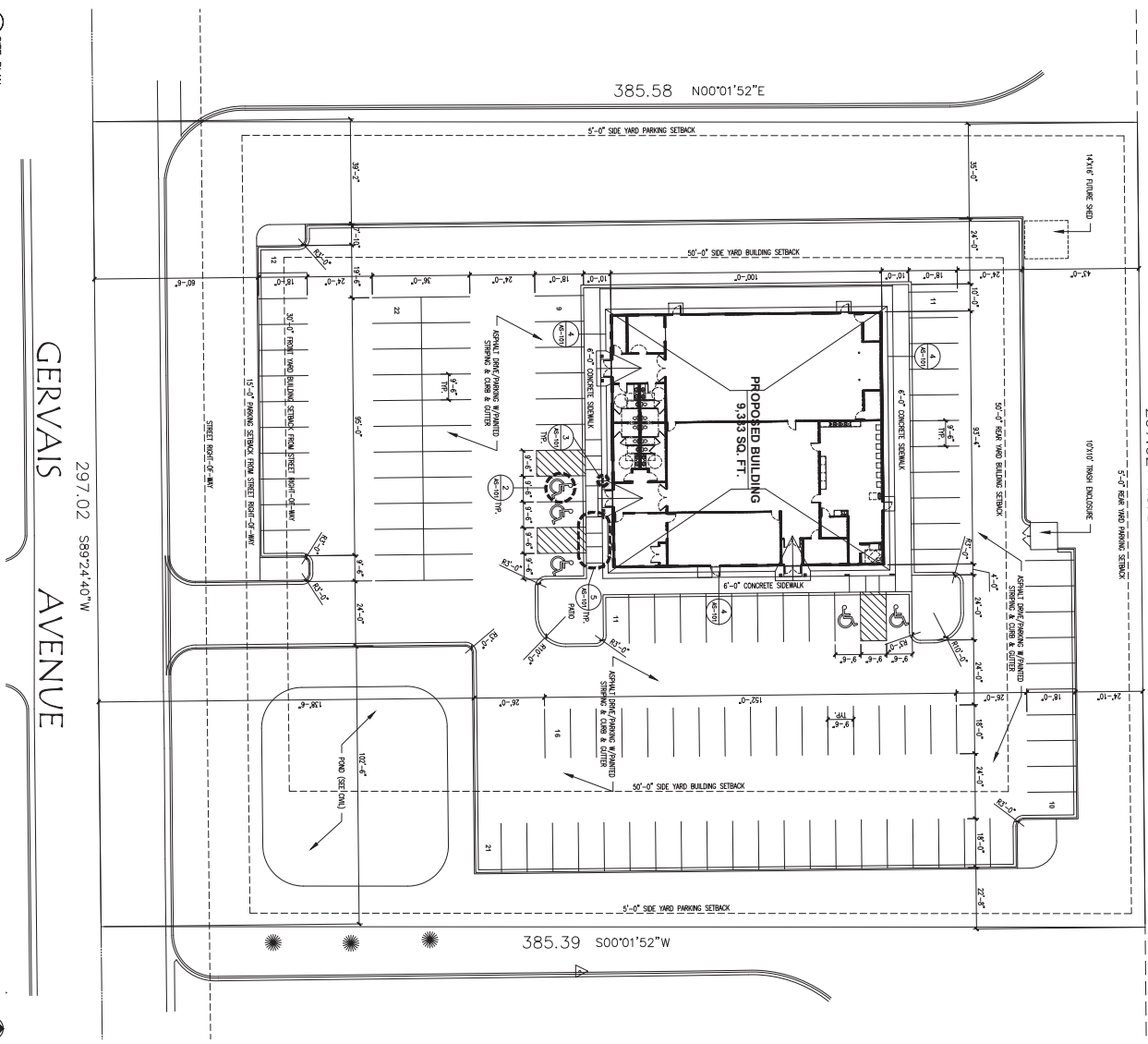


---ZONING REQUIREMENTS---  
"A-1" LIGHT MANUFACTURING DISTRICT  
---LOT, YARD, AREA AND HEIGHT REQUIREMENTS---

SEE MAPS	RETO =	5% (BUILDING) 5% (PARKING)	PROPOSED =	SEE PLAN
FRONT YARD (FROM STREET RIGHT-OF-WAY)	RETO =	5% (BUILDING) 1% (PARKING)	PROPOSED =	SEE PLAN
REAR YARD	RETO =	5% (BUILDING) 5% (PARKING)	PROPOSED =	SEE PLAN

---PARKING REQUIREMENTS---  
 TRUCKS, AUTOMOBILS, CHICKS OR OTHER PALS OF PUBLIC ASSEMBLY A MINIMUM OF ONE (1) SPACE PER EVERY FOUR (4) PERSONS. CHICKS, STAYS OF RECREATIONAL BUILDINGS ARE CHICKS THAT ARE SITUATED IN SECTIONS (2) THROUGH (5) OF THIS SECTION. ONE (1) SPACE PER EACH TWO HUNDRED (200) SQ. FT. OR PORTION THEREOF OF FLOOR AREA.  
 PUBLIC ASSEMBLY:      BEDD = 67,  
    OFFICE = 12,  
    BEDD = 73,  
    PRODUCED = 112.

1 SITE PLAN  
1" = 20'-0"



Project  
Name and Address

1610

Date

7/6/2016

Scale

AS INDICATED

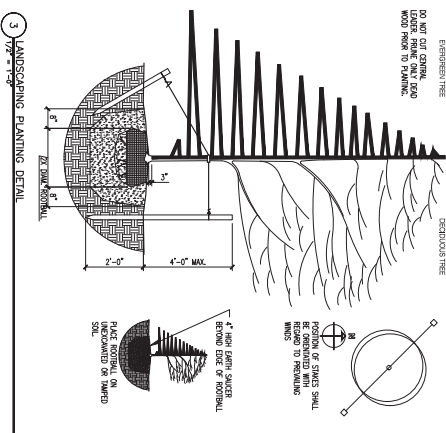
Project Name and Address

KOOB MOO SPIRITUAL CENTER  
120S GÉRAVIA AVE.  
MAPLEWOOD, MN  
C/O KEYSTONE DESIGN BUILD  
RUSS KARASCH  
320-253-3301


## LANDSCAPE NOTES:

Attachment 6

LANDSCAPE LEGEND	
	LANDSCAPE AREA W/ WOOD MULCH GROUND COVER & AUTOMATIC IRRIGATION SYSTEM
	GRASS (SOO) W/ AUTOMATIC IRRIGATION SYSTEM
	CONCRETE PAV./CURB/STREETWALK/PATIO
	ASPHALT PAVING/DRIVE



**2** LANDSCAPE LAYOUT SAMPLE

$1/4" = 1'-0"$

CONCRETE CURB AND GUTTER, TYP.

PAVING LOT, TYP.

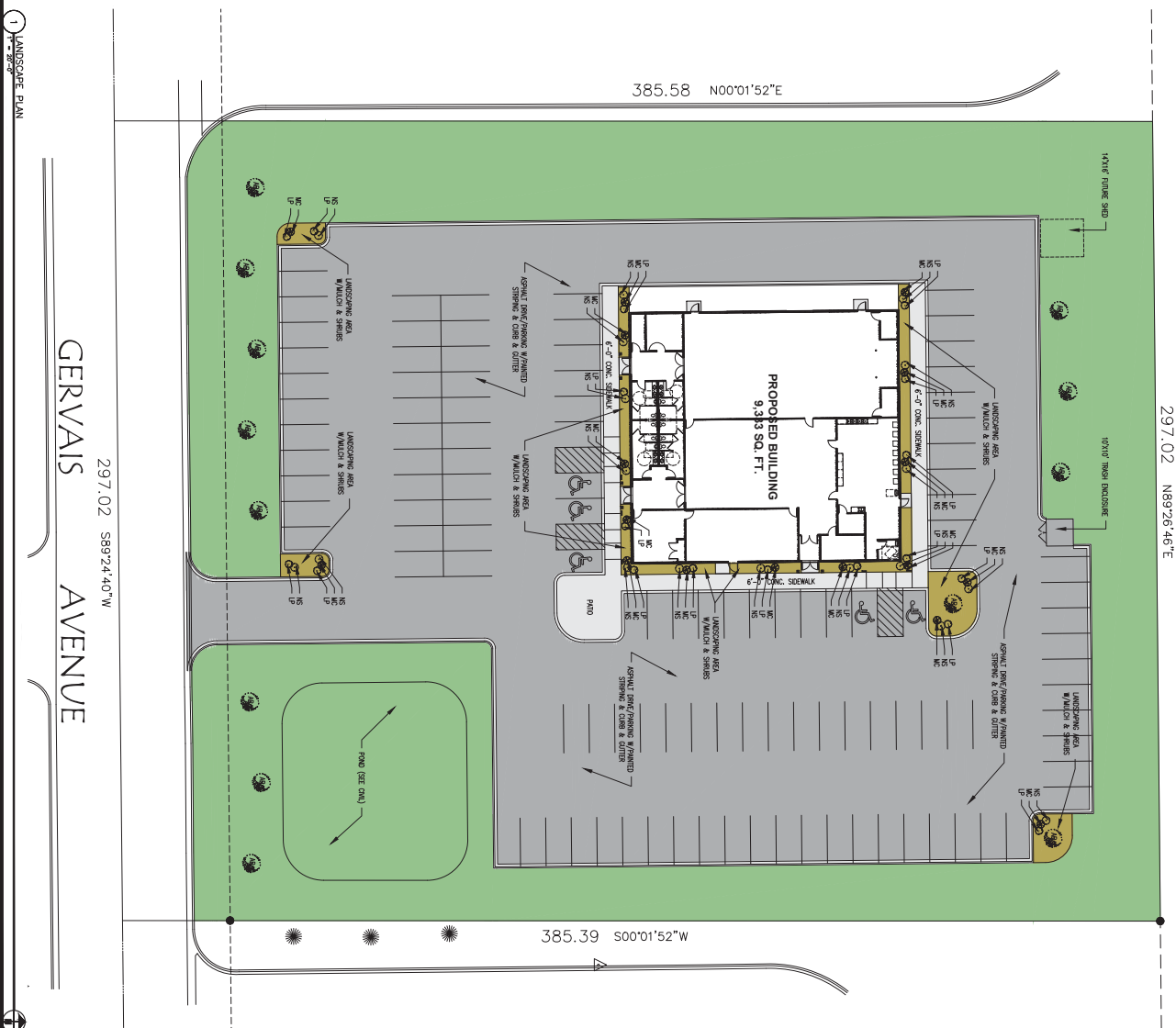
SURROUNDING GRASS/SD

PLANTED BEDDING

APPROVED GROUP COVER PLANT

**SAMPLE LAYOUT**

SYMBOL	QTY	KEY	COMMON NAME	SYMBOL	QTY	KEY	COMMON NAME	SYMBOL	QTY	KEY	COMMON NAME
13	48		ALUMINUM BLADE W/BLT	13	48		ALUMINUM BLADE W/BLT	13	48		ALUMINUM BLADE W/BLT
SHRUBS											
18	12		UNIT PROCESS SPERA	18	12		UNIT PROCESS SPERA	18	12		UNIT PROCESS SPERA
18	12		MOON SPERA	18	12		MOON SPERA	18	12		MOON SPERA
17	12		MARS CURVE SPERA	17	12		MARS CURVE SPERA	17	12		MARS CURVE SPERA

LANDSCAPING SCHEDULE  
TOTAL

1 LANDSCAPE PLAN  
1" = 20'-0"

GERVAIS AVENUE

Sheet <b>LANDSCAPE PLAN</b> AL-101	Project	1610
	Date	7/6/2016
	Scale	AS INDICATED

**Project Name and Address**  
**KOOB MOO SPIRITUAL CENTER**  
**1205 GERVAIS AVE.**  
**MAPLEWOOD, MN**  
**C/O KEYSTONE DESIGN BUILD**  
**RUSS KARASCH**  
**320-253-3301**

No.	Revision/Issue	Date

PRELIMINARY  
NOT FOR  
CONSTRUCTION

MAHLER & ASSOCIATES  
ARCHITECTURE

**Graeme H.D. Mahler, AIA**  
Principal

325 N. 33RD AVE. SUITE 107  
St. Cloud, MN 56303

TEL: (320) 257-2724  
FAX: (320) 257-2725



**Engineering Plan Review**

**PROJECT:** Koob Moo Spiritual Center – Gervais Avenue  
**PROJECT NO:** 16-16

**COMMENTS BY:** Jon Jarosch, P.E. – Staff Engineer

**DATE:** 7-14-2016

**PLAN SET:** Civil Plans dated 7-6-2016

The applicant is proposing to construct a funeral home on a vacant lot north of Gervais Avenue, northwest of the intersection of English Street and Highway 36. The applicant is requesting a review of the current design.

As the amount of disturbance on this site is greater than 0.5 acre and the project will create more than 5,000 square feet of new impervious surface, the applicant is required to meet the City's stormwater quality requirements.

This review does not constitute a final review of the plans, as the applicant will need to submit construction documents for final review. The following are engineering review comments on the design and act as conditions prior to issuing permits.

**Drainage and Stormwater Management**

- 1) The proposed storm sewer connection into the existing manhole along Gervais Avenue shall be made by core-drilling the existing manhole.
- 2) A stormwater maintenance agreement shall be prepared and signed by the owner for the ongoing maintenance of the proposed storm sewer system and pond.
- 3) The applicant is proposing to control runoff rates via the use of a pond proposed near the southeast corner of the property. The applicant shall also meet the City's volume reduction requirements, infiltrating 1.1-inches of runoff over the impervious surfaces on the proposed site.
- 4) The proposed pond shall contain a 10-foot wide flat safety bench 1-foot below the normal water level of the pond, as described in the City's stormwater standards.
- 5) The applicant shall provide stormwater calculations and a narrative depicting how the City's stormwater management standards are being met prior to the issuance of a grading permit.

- 6) This project shall be reviewed by the Ramsey-Washington Metropolitan Watershed District. A permit from the Watershed District shall be obtained prior to the City issuing a grading permit for this project.

#### Grading and Erosion Control

- 7) Inlet protection devices shall be installed on all existing and proposed onsite storm sewer until all exposed soils onsite are stabilized.
- 8) Adjacent streets and parking areas shall be swept as needed to keep the pavement clear of sediment and construction debris.
- 9) All pedestrian facilities shall be ADA compliant.
- 10) A copy of the project SWPPP and NDPES Permit shall be submitted prior to the issuance of a grading permit.
- 11) The total grading volume (cut/fill) shall be noted on the plans.
- 12) Please turn off the existing contours on the plans depicting proposed conditions for clarity.
- 13) The proposed pond shall be protected from siltation throughout construction. Any accumulated sediment shall be removed once onsite soils are stabilized to ensure design capacity of the pond is attained.

#### Sanitary Sewer and Water Service

- 14) The applicant shall be responsible for paying any SAC, WAC, or PAC charges related to the improvements proposed with this project.
- 15) Modifications to the water system shall be reviewed by Saint Paul regional Water Services.
- 16) An existing sanitary sewer line is stubbed in near the southeast corner of the property. The sewer service shall be tied in at this location to avoid an intrusion into the newly constructed Gervais Avenue.

#### Other

- 17) All work within the Gervais Avenue right-of-way will require a right-of-way permit. Disturbed right-of-way areas shall be restored per the City's right-of-way ordinance. The applicant should take special note that any intrusion into the street pavement along Gervais Avenue will require a full street width replacement of the pavement from control

joint to control joint, per the City's right-of-way ordinance. Special care should be taken in designing and constructing the new drive entrance. The applicant is encouraged to consider such options as having the back of curb cut and removed in the drive entrance area to minimize the potential for street pavement damage.

- 18) The applicant shall satisfy the requirements of all other permitting agencies. Please provide copies of other required permits and approvals.

Public Works Permits

The following permits are required by the Public Works Department for this project. The applicant should verify the need for other City permits with the Building Department.

- 19) Grading and erosion control permit
- 20) Sanitary Sewer Permit
- 21) Storm Sewer Connection Permit
- 22) Right-of-way permit for work on Gervais Avenue

- END COMMENTS -